



**Youth Council Meeting**  
**Eastern Maine Development Corporation**  
**40 Harlow St. Bangor, ME 04401**  
**Eastern Maine Community College, Room 518**  
*October 21, 2009*

**PRESENT:**

Tom Hart, Jobs for Maine Graduates  
Shelly Reilly, EMDC  
Dan Love, Penobscot Job Corps  
Leslie Brigham, Brigham-Scully  
Sue Howard, EMDC  
Dwight Littlefield, Cianbro  
Kitty Barbee, EMDC  
Seamus Higgins, EMDC  
Judy Carreras, EMDC, CareerCenter  
Karen Smith, Brewer Housing Authority  
Debbie Crockett, Beal College  
Melissa Crosby, Allies, Inc.  
Merle Adams, UTC  
Shawn Lagasse, MDOE-CTE  
Martin Chartrand, Food and Medicine  
Jan Byard, Eastern Maine Medical Center  
Jane Black, Eastern Maine Development Corporation

**I. Call to Order**

The Tri County Workforce Investment Board Youth Council met on Wednesday, October 21, 2009 in Rangeley Hall, Eastern Maine Community College. Kitty Barbee called the meeting to order at 3:05 p.m.

## **II. Introduction of members**

### **Importance of participation by parents and youth**

Introductions were made around the table. The focus of the meeting was to help determine the direction of the Youth Council. How can the group tie together the CareerCenter, the Workforce Development and the Youth Council? Who is missing from the table? Answer: parents and students.

Action item: all members were asked to try to find a parent and a student to come to the next meeting.

## **III. What is the mission of the Youth Council?**

The Committee all seemed to express the same concern and did not really know what the mission of the Youth Council was. As discussion progressed, it was felt that this topic had been discussed at a previous Youth Council meeting. Jane was asked to research the notes and find the reference to a mission statement.

In July, Linda Smith facilitated a workshop for the Youth Council. The purpose was to [try] to breathe new life into the YC and establish a new commitment from its Board members. It was discussed how each organization represented on the Youth Council Board serves the needs of the youth and matches the resources available to meet those needs.

Jan Byard of EMMC shared information regarding a summer camp through EMH on healthcare geared to the eighth grade level students. The hope is to catch them early before they decide on a course of study for high school.

*Notes from previous meeting:*

- *The definition of “Youth” is 14 – 21 years old; older youth are 16 -21 years old; there are in school youth, out of school youth as well as hard to reach and disconnected youth. This program is about building a skilled workforce with high growth in high wage industries in our area. What are the missing pieces?*
  - *Parents need to be involved*
  - *Educational staff need to be involved*
  - *Creating a pathway to get information out*
  - *Guidance is needed to help us focus*
  - *Education for service providers about what the tech centers do (educational population, goals, expectation, etc.)*

- *The biggest goal is to get the word out! Adult Education programs need to know what is available and we would like to expand to the high schools (principals and guidance counselors).*

#### **IV. Briefing of Summer Youth Program – Kitty Barbee**

One hundred thirty-five (135) youth were put to work in the tri-county area at sixty-six (66) worksites in areas which included hospitality, radio and waste management. On Fridays, workshops were held by the JMG counselors covering areas such as dress code, resume writing and punctuality. A large celebration was held at the end of the program at Penobscot Job Corps which went very well.

With this program ending, it allows us to transition into a year round program for youth.

#### **V. Briefing of year round program for youth – Judy Carreras**

Having worked in this area for 35 years, Judy continues to work for a stronger youth group with a focus on the Tri-County area. Currently there are 46 youth continuing in the work component and working with career advisors on longer career plans and skills training.

Staff in each region will continue outreach to colleges in the area and finding students who want to do an internship in the youth program.

The primary focus is on the older youth; out of school; ages 18-24. How do we engage these youth? Partnerships, adult ed, community groups, guidance counselors, community partnerships such as the Salvation Army are just a few ways.

Meetings are being scheduled with the Tech Schools, with guidance counselors to identify youth. Have met with JMG and will be meeting at Old Town next week to talk about the programs offered; looking for students transitioning out and are eligible to go into the out of school program. A new brochure has been designed for distribution in helping get the word out to those students.

What happens to the middle income students? They are eligible for services at the Career Center.

Seamus explained that each person needs to fill out an application to determine eligibility. Worksites have good supervisors who are engaged with the participants. Some worksites can even help the youth transition into a full time career. If the participant is still living at home, the parent's income may have to be used when determining eligibility. Someone with a disability can be considered a family of one.

#### **VI. Review of subcommittee meetings**

##### **a. Career and Work Awareness Committee**

A brief summary of the Career and Work Awareness Committee was provided:

- How to reach the out of school youth:
  - Provide a good resource person for each county
  - Create and use a brochure for service providers and one for youth which include links to additional information
  - Newspaper articles
  - Word of mouth
  - Need to encourage and invite more youth to participate on the Youth Council
  - Facebook page – reach youth, parents, service providers
  - Survey Monkey
  
- Action Item:
  - Focus groups and survey(s)

#### **b. Grant Application Subcommittee**

A brief summary of the Career and Work Awareness Committee was provided:

- How do we get to the youth who do not qualify under WIA?
  - No barriers, income level doesn't fit criteria
  - Need to find funds to develop programs to be all inclusive
  - Lot of brainstorming; understanding the WorkReady program
  - Provide a week long emersion on a college campus; bring students in for lectures on budgeting, field trips; employers speaking; WorkReady
  - Focus on Juniors who are in the application process for college
  - Involve guidance counselors
  - Open assessment after the school to bridge the gap
  - Consider moving the focus to Sophomores rather than Junior
  - Have a plan and then research for funding

#### **c. What is our goal and how are we going to achieve this goal?**

### **VII. Next steps for discussion:**

#### **a. Conflicts scheduling subcommittee meetings**

#### **b. Do we have capacity to work on both initiatives?**

- How do we focus on what needs to be done? What are the realistic goals?
- What does the Youth Council want to do? Decide end goal first and then back track?
- Goal: to reach all groups
- Money first or awareness first?
- Mission
- Goals
- Outcome
- First thing to do is determine goals (mission) (vision)

The Committee was asked to share their thoughts and submit them to Kitty who will revise and finalize and return for a vote.

- First draft suggestions are due back by: November 13<sup>th</sup>, 2009
- Compilation of your suggestions will be sent back to you by: November 30<sup>th</sup>, 2009
- Final selection completed by: Dec. 18<sup>th</sup>, 2009

#### **VIII. Next meetings**

Discussion on meeting dates, times and frequency of meetings was tabled until the next meeting which is scheduled for January 20, 2010.

- a. **Subcommittees**
- b. **Full Youth Council (Bangor) – January 20, 2010 (Tom will find location)**
- c. **Youth Summit Chicago, IL – November 17 and 18 (Kitty attending)**

#### **IX. Wrap Up**

With no other business presented at this time, the meeting was adjourned at approximately 4:10 p.m.

*Respectfully Submitted by,  
Jane C. Black*